

COMMISSIONERS PROCEEDINGS 1

BOARD OF MORGAN COUNTY COMMISSIONERS

Minutes of Meeting

February 18, 2014

The Board of Morgan County Commissioners met on Tuesday, February 18, 2014 at 9:00 a.m. with Chairman Jim Zwetzig, Commissioner Brian McCracken and Commissioner Laura Teague in attendance. Chairman Zwetzig called the meeting to order with News Director Jen So from KFTM Radio Station leading the Pledge of Allegiance to the Flag.

CONSENT AGENDA

- Consideration of Approval of the Board of County Commissioners Meeting Minutes dated February 11, 2014
- Ratify Chairman James Zwetzig's signature on the Morgan County Human Services Financial Meeting Minutes dated January 13, 2014
- Ratify Chairman James Zwetzig's signature on the Edward Jones Plan Services Agreement document, signed on 2/10/14
- Ratify Chairman James Zwetzig's signature on the Equitable Sharing Agreement and Certification, Annual Certification Report, Morgan County Sheriff's Office, signed on 2/12/14
- Ratify Commissioner Laura Teague's signature on the Subgrant Application – FEMA Form 90-91, for CR 33, signed on 2/10/14
- Ratify Commissioner Laura Teague's signature on the Federal/State Joint Field Office Exit Briefing Form, signed on 2/12/14
- Ratify Commissioner Laura Teague's signature on the Project Worksheet for CR 9, signed on 2/12/14
- Ratify Commissioner Laura Teague's signature on the Public Assistance Alternative Pilot Program for Permanent Work Acknowledgement (FEMA), signed on 2/13/14
- Ratify the Board of County Commissioners approval of Contract #2014 CNT 25 with Northeastern Junior College, Clinical Ride Alongs – Morgan County Ambulance Service
- Ratify the Board of County Commissioners approval of Contract #2014 CNT 31, with Eugene Vancil – automatic one year renewal to lease agreement for gravel pit lease
- Ratify the Board of County Commissioners approval of Contract #2014 CNT 32, with Green Family Estate, Inc. – automatic one year renewal to lease agreement for gravel pit lease
- Ratify the Board of County Commissioners approval of Contract #2014 CNT 33, Doug and Karen Chalk, automatic one year renewal to lease agreement for Morgan County Farm
- Ratify the Board of County Commissioners approval of Contract #2014 CNT 34, Lorenzini Farms, automatic one year renewal to lease agreement for Weldon Valley Farm

Commissioner Teague made a motion to approve all items on the Consent Agenda. Commissioner McCracken seconded the motion. Motion carried 3-0.

GENERAL BUSINESS AND ADMINISTRATIVE ITEMS

CONSIDERATION OF APPROVAL-RIGHT OF WAY PERMIT-2014 PMT 02-EXCEL ENERGY

Morgan County Road Supervisor John Goodman presented to the Board for approval Right of Way Permit 2014 PMT 02 to allow Xcel Energy to trench half way across Morgan County Road S, location being the starting point of an existing gas main which is in the center of the road and come out of the main line in the right of way. Goodman noted the trench will be approximately twenty-five to thirty feet north of the County Road S right of way with the location being the fertilizer plant located at 28708 County Road S, Brush, CO. Goodman reported it had been inspected and the fees were attached. Goodman suggested on future permit applications, there should be a place for a GPS coordinate. Commissioner McCracken made a motion to approve Right of Way Permit 2014 PMT 02 with Xcel Energy and authorize the Chairman to sign. Commissioner Teague seconded the motion. Motion carried 3-0.

CONSIDERATION OF APPROVAL-CONTRACT-2014 CNT 26-MORGAN COUNTY ASSISTANT COUNTY ATTORNEY-CHILD SUPPORT LEGAL SERVICES

Morgan County Director of Human Services Steve Romero presented to the Board for approval Contract 2014 CNT 26 the contract for the Morgan County Assistant County Attorney, David Bute, to provide child support legal services to the Morgan County Department of Human Services which is required by Part D of Title IV of the Social Security Act Child Support Enforcement Program. Romero noted the amount of the contract is not to exceed \$5,900.00 with the term of the contract running from January 1, 2014 through December 31, 2014. Romero stated there are three main scopes of services. The first is parentage obligation, the second is establishment of the legal obligation of support noting if clients have previously received TANF funds the Human Services Department goes back and collects the TANF expenditures first and after those are satisfied then the child support services goes directly to the client and the third scope of services is to locate individuals that are difficult to find for child support. Romero noted Bute receives an hourly rate of \$60.00 per hour with ninety estimated billable hours for estimated expenses at \$5,400.00 plus travel and training expenses bringing the total to \$5,900.00. Romero stated the reason the billable hours are low is because the Department of Human Services' staff provides paralegal and bookkeeping services for Bute. Commissioner Teague made a motion to approve Contract 2014 CNT 26 utilizing TANF funds for child support services in the amount not to exceed \$5,900.00 with the term of the contract running from January 1, 2014 through December 31, 2014 and authorize the Chairman to sign. Commissioner McCracken seconded the motion. Motion carried 3-0.

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CONSIDERATION OF APPROVAL-CONTRACT-2014 CNT 27-WIGGINS PRESCHOOL

Morgan County Director of Human Services Steve Romero presented to the Board for approval Contract 2014 CNT 27 for the Wiggins Preschool/Child Care summer program utilizing TANF funds. Romero noted the term of the contract runs from June 3, 2014 through August 2, 2014 in the amount of \$9,500.00. Romero stated the classroom that Lisa Trautwein runs accommodates approximately fifteen children in an all day program in order for them to become better prepared to go into the fall school session. Romero stated this program has been very successful and Wiggins was the only school district that approached Morgan County about funding. Commissioner McCracken made a motion to approve Contract 2014 CNT 27 for the Wiggins Preschool/Child Care summer program utilizing TANF funds in the amount of \$9,500.00 with the term of the contract running from June 3, 2014 through August 2, 2014 and authorize the Chairman to sign. Commissioner Teague seconded the motion. Motion carried 3-0.

CONSIDERATION OF APPROVAL-CONTRACT-2014 CNT 28-BABY BEAR HUGS

Morgan County Director of Human Services Steve Romero presented to the Board for approval Contract 2014 CNT 28 with Baby Bear Hugs utilizing TANF funds in the amount of \$12,490.00 with the term of the contract running from January 1, 2014 through December 31, 2014. Romero stated Baby Bear Hugs provides Colorado Bright Beginnings trained staff to visit parents of new babies for support, parenting education and focus on brain development, bonding, language development and positive guidance and discipline. Romero noted there are ongoing visits by paraprofessionals on a monthly or bi-monthly basis for expectant parents and parents of children zero to three years of age. Commissioner Teague made a motion to approve Contract 2014 CNT 28 utilizing TANF funds in the amount of \$12,490.00 with the term of the contract running from January 1, 2014 through December 31, 2014 and authorize the Chairman to sign. Commissioner McCracken seconded the motion. Motion carried 3-0.

CONSIDERATION OF APPROVAL-CONTRACT-2014 CNT 29-SHARE

Morgan County Director of Human Services Steve Romero presented to the Board for approval Contract 2014 CNT 29 with SHARE to provide services for domestic violence victims utilizing TANF funds in the amount of \$21,700.00 with the term of the contract running from January 1, 2014 through December 31, 2014. Romero noted SHARE is a strong program in regard to domestic violence the victims mostly involves women and children, however, there are more men becoming victims of domestic violence. Romero stated these funds will assist TANF eligible clients with room and board and to provide appropriate advocacy to these victims, SHARE is to keep and provide an accurate count of all clients provided services to under this contract and to report numbers to the Department of Human Services who will track the effectiveness of this contract. Commissioner McCracken made a motion to approve Contract 2014 CNT 29 to provide services for domestic violence victims utilizing TANF funds in the amount of \$21,700.00 with the term of the contract running from January 1, 2014 through December 31, 2014 and authorize the Chairman to sign. Commissioner Teague seconded the motion. Motion carried 3-0.

CONSIDERATION OF APPROVAL-CONTRACT-2014 CNT 30-MORGAN COUNTY EARLY CHILDHOOD COUNCIL

Morgan County Director of Human Services Steve Romero presented to the Board for approval Contract 2014 CNT 30 with the Morgan County Early Childhood Council to provide quality improvement tools for families and providers with the term of the contract running from January 1, 2014 through December 31, 2014 in the amount of \$10,000.00. Romero noted Jildi Gentry, the new Executive Director of the Morgan County Early Childhood Council, has brought in an assistant which enables her to get out into the community to work with all day care providers in Morgan County concerning quality care and Ms. Gentry has experience utilizing TANF funds in Weld County. Romero stated this program involves literacy events where young children in attendance are provided with a book to keep and the events may include car seat check points, back to school nights, open house and trick-or-treat on Main Street. Romero noted environmental rating scale literacy totes are provided to interested licensed day care facilities which contain the appropriate number and variety of high quality books that can be used by the licensed program or can be checked out for children to take home. Romero reported the Morgan County Lending Library houses approximately two hundred high quality materials for licensed child care programs to check out with TANF funds being used to increase the number of materials available with twenty-two classrooms and programs participating. Romero noted BOCES and Baby Bear Hugs, who also serve TANF eligible children, have become interested in the program. Romero stated the TANF funds are used to offset salary, mileage etc., that the council will incur. Commissioner Teague made a motion to approve Contract 2014 CNT 30 in the amount not to exceed \$10,000.00 utilizing TANF funds with the term of the contract running from January 1, 2014 through December 31, 2014 and authorize the Chairman to sign. Commissioner McCracken seconded the motion. Motion carried 3-0.

Commissioner Teague commented the Early Childhood Council has struggled in the past and Jildi Gentry has done a good job in engaging the local facilities available.

CONSIDERATION OF APPROVAL-NACO DENTAL DISCOUNT PROGRAM

Commissioner Teague moved to table the NACO Dental Discount Program in order to obtain more information about the program. Commissioner McCracken seconded the motion. Motion carried 3-0.

COUNTY OFFICIAL AND DEPARTMENT HEAD REPORTS

Commissioners reviewed the calendar dated February 14, 2014 through February 25, 2014 with no changes.

Commissioner Teague noted there is a NIMS EOC training program on February 24, 2014 and after the flood debriefing it was found the county needs more emergency training defining duties and needs. Teague stated this is follow up training which will include all agencies in Morgan County to include county staff, water districts, energy

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companies and other interested personnel. Teague noted Mike Burnett will be facilitating the training and he helped EOC in Logan County to better use the program.

UNFINISHED BUSINESS

There was no unfinished business.

CITIZEN'S COMMENT PERIOD

There were no citizen comments.

We hereby adjourn and are in recess at 9:35 a.m.

Respectfully submitted,

Dee Loose
Deputy Clerk to the Board

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/Jim Zwetzig
Jim Zwetzig, Chairman

s/Brian McCracken
Brian McCracken, Commissioner

s/Laura Teague
Laura Teague, Commissioner

(SEAL)

ATTEST:

s/ Connie Ingmire
Connie Ingmire, Clerk to the Board

MORGAN COUNTY BOARD OF HUMAN SERVICES FINANCIAL MEETING MINUTES January 13, 2014

Present: Commissioner Laura Teague - Chairman, Commissioner Brian McCracken, Commissioner Jim Zwetzig, Director Steve Romero, Finance Director Michelle Covelli, Accounting Manager Susan Watkins, Accounting Specialist Marylyn Riddle, and Administrative Services Manager Susan Bailey.

Meeting called to order by Chairman Teague

ITEMS REQUIRING ACTION

The minutes of the regular monthly Board meeting of December 9, 2013 were approved upon a motion by Commissioner Zwetzig with authorization for Chair to sign. Commissioner McCracken seconded the motion.

Human Services Warrants for November 2013 were approved with authorization for Chair to sign upon a motion by Commissioner McCracken, with second by Commissioner Zwetzig.

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HMS warrants	\$ 174,920.14
HMS payroll	<u>\$ 130,291.22</u>
	\$ 305,211.36

Certification of Provider, Vendor and Benefit Authorizations for November 2013 was presented.

Temporary Assistance for Needy Families (TANF)	\$ 28,335.00
Child Care	11,122.93
Foster Care	201,965.05
Core Services	13,965.05
LEAP	65,814.31
Aid to Needy Disabled (AND)	8,843.73
Old Age Pension (OAP)	41,335.01
Food Assistance Benefits	<u>328,427.00</u>
Total	\$ 699,805.11

The report was approved upon a motion by Commissioner Zwetzig to approve with authorization for Chair to sign and second by Commissioner McCracken. Motion passes.

ITEMS FOR INFORMATION ONLY

Financial Reports:

- The Cash Reconciliation Report indicated a cash balance as of November 30, 2013 of \$94,143.34. This compared to the cash balance of November 30, 2012 of \$134,063.64. Discussion regarding cash balance and fund balance.
- Reviewed Monthly Balance Sheet.
- Actual Revenue to Actual Expenditures Report was submitted for review.
- The Budgeted to Actual Expenditure Reports were presented.
- The State Allocation to Actual Expenditures Reports were presented.
- The Federal Allocation Reports were presented.

There being no further business to bring before the Board of Human Services, the meeting was adjourned.

Date

Steve Romero, Director

Date

Chairman
Morgan County Board of Human Services

THE BOARD OF COUNTY COMMISSIONERS MORGAN COUNTY, COLORADO

s/Jim Zwetzig
Jim Zwetzig, Chairman

s/Brian McCracken
Brian McCracken, Commissioner

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s/Laura Teague

Laura Teague, Commissioner

(SEAL)

ATTEST:

s/ Connie Ingmire

Connie Ingmire, Clerk to the Board